



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

July 12, 2023

Kim Wynne  
3382 Oakleaf Dr  
Harrison, MI 48625

RE: License #: DG180073293  
**Kim Wynne**  
**3382 Oakleaf Drive**  
**Harrison, MI 48625**

Dear Ms. Wynne:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

During the renewal inspection on 07/11/2023, I found eight violation(s) listed below and explained in the attached report:

- R400.1905(9) Training.
- R400.1907(1)(a) Child's records.
- R400.1907(1)(b) Child's records.
- R400.1907(2) Child's records.
- R400.1945(1)(a) Emergency; plan; drill.
- R400.1945(1)(b) Emergency; plan; drill.
- R400.1945(1)(c) Emergency; plan; drill.
- R400.1945(1)(e) Emergency; plan; drill.

Due to the violations, you must send us a corrective action plan by **08/01/2023**. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.

- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

<b>During calendar year 2022:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at 517-284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

Dana M. Hart, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30837  
 Lansing, MI 48909  
 (517) 388-4625

Enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DG180073293
<b>Licensee Name:</b>	Kim Wynne
<b>Licensee Address:</b>	3382 Oakleaf Dr Harrison, MI 48625
<b>Licensee Telephone #:</b>	(989) 539-2038
<b>Licensee:</b>	N/A
<b>Name of Facility:</b>	Kim Wynne
<b>Facility Address:</b>	3382 Oakleaf Drive Harrison, MI 48625
<b>Facility Telephone #:</b>	(989) 429-6513
<b>Original Issuance Date:</b>	09/24/1996
<b>Capacity:</b>	12
<b>Age Range:</b>	Ages Birth Thru 17 years

## II. METHODS OF INSPECTION

Date of On-site Inspection(s):

07/11/2023

	No. of Records Reviewed	
No. of children enrolled in care		8
No. of assistant caregivers employed	0	0
No. of child care children present at time of inspection	7	
No. of other children present at time of inspection	0	
No. of assistant caregivers present at time of inspection	0	
Licensee present at time of inspection?	Yes	
Persons Interviewed:		
Licensee	<input checked="" type="checkbox"/>	
Assistant Caregivers	<input type="checkbox"/>	

Approved child use space: The child care room, nap room, kitchen and living room are approved for child care use.

Exiting information (including second floor and basement): Exiting is available to grade via the front door and two side doors.

Approved variances -  No  Yes Description: R400. 1910(1) (a-c) Ratio of personnel to children. The ratio of personnel to children present in the home at any time will be 1 personnel to 7 children. (1) The ratio of personnel to children present in the home at any 1 time must be not less than 1 member of the personnel to 7 children. The ratio must include all children in care who are not related to any personnel and any of the following children who are less than 6 years of age: (a) Children of the licensee. (b) Children of a child care staff member or child care assistant. (c) Children related to any member of the household by blood, marriage, or adoption.

Key Indicator Inspection: No.

### Additional information:

- Pets? No  Yes  If yes, describe.  
One large dog and one medium sized dog which have minimal interactions with the child care children.
- Hot tubs or spa pool? No  Yes  If yes, are there appropriate barriers?
- Swimming pool? No  Yes  If yes, describe pool and barriers.
- Other water hazards? No  Yes  If yes, describe.  
There is a koi pond located in the side yard. The outdoor play area is entirely fenced in with a wooden fence that meets the 4 feet in height requirement.

- Fireplace or wood burning stove? No  Yes  If yes, describe.
- Fireplace/wood burner in use during child care hours? No  Yes  If yes, describe barriers to protect children from burns.

### III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care home administrative rules and statutes. Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the home’s records, including staff records and children’s records. Staff records include background checks, medical clearance information, and training information. Children’s records include child information cards and child in care statements/receipts.

When I arrived on-site, Ms. Kim Wynne was present; along with household member/volunteer Mr. Timothy Bailey. Ms. Wynne was attending to the children in care and Mr. Bailey was preparing lunch. The children were engaged in free play. I observed children washing their hands and Ms. Wynne providing a snack for the youngest child in care. The children were aware of the daily routine and expectations. Ms. Wynne attended to their wants and needs in a timely manner. Both her and Mr. Bailey had a good rapport with the children in care. The children appeared happy and comfortable within their care.

During the inspection, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:

**R 400.1905**

**Training**

(9) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 months of the notice.

Ms. Kim Wynne did not complete the Ongoing Health and Safety Refresher Course for 2022.

**R 400.1907**

**Child's records.**

(1) Prior to a child's initial attendance, a licensee shall obtain the following documents:

(a) A completed child information card on a form provided by the department or a comparable substitute approved by the department.

Eight child information cards were reviewed. Four of the cards had missing or incomplete information in the following areas: "N/A" was used instead of "unknown" or "none"; the provider's name was left blank on the permission to treat line; and the parent work telephone number was left blank.

**REPEAT VIOLATION ESTABLISHED**

**LSR dated 05/21/2019**

**Corrective Action Plan dated 05/28/2019**

**LSR dated 06/06/2017**

**Corrective Action Plan dated 06/05/2017**

**R 400.1907**

**Child's records.**

(1) Prior to a child's initial attendance, a licensee shall obtain the following documents:

(b) A child in care statement or receipt using a form provided by the department and signed by the parent certifying all of the following:

(i) Receipt of a written disciplinary policy.

(ii) Condition of the child's health.

(iii) Acknowledgement that the parent has been offered either a copy of the licensing rules for a child care home or has been given the website for an electronic copy of these rules.

(iv) Agreement as to who will provide food for the child.

(v) Acknowledgement that firearms are on the premises, if applicable.

(vi) If the child care home was built prior to 1978, then the licensee shall inform the parents of each child in care and all personnel of the potential presence of lead-based paint or lead dust hazards, unless the licensee maintains documentation from a lead testing professional that the home is lead safe.

Ms. Kim Wynne did not have on file a completed child in care statement for two enrolled children. One child in care statement did not have the parent initials and one child in care statement did not have a parent signature date.

**R 400.1907            Child's records.**

(2) Records in subrule (1) of this rule must be reviewed and updated annually or when information changes.

Eight child information cards were reviewed. Six of the cards had not been reviewed and updated within the last year. Three child in care statements had not been updated within the last year.

**R 400.1945            Emergency; plan; drill.**

(1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home.

The plan must address the following types of emergencies:

(a) Fire evacuation.

Ms. Kim Wynne did not have a written emergency response plan for fire evacuation.

**R 400.1945            Emergency; plan; drill.**

(1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home.

The plan must address the following types of emergencies:

(b) Tornado watches and warnings.

Ms. Kim Wynne did not have a written emergency response plan for tornado watches and warnings.

**R 400.1945            Emergency; plan; drill.**

(1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home.

The plan must address the following types of emergencies:

(c) Serious accident or injury.

Ms. Kim Wynne did not have a written emergency response plan for serious accidents or injuries.

**R 400.1945                      Emergency; plan; drill.**

1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home.

The plan must address the following types of emergencies:

(e) Crisis management including, but not limited to, all of the following:

- (i) Intruders.
- (ii) Active shooters.
- (iii) Bomb threats.
- (iv) Other man- or woman-caused events.

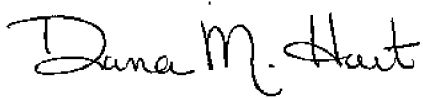
Ms. Kim Wynne did not have a written emergency response plan for crisis management; including intruders, active shooters, bomb threats, and other man-or woman-caused events.

Technical assistance and consultation were provided to Ms. Kim Wynne in the following areas:

- **R400.1920(5)(c) Outdoor play area and equipment.** Ensure the domed climber either has a 6 ft. fall perimeter all the way around it or remove it from the play area.
- **R400.1905(9) Training.** Health and Safety Ongoing Refresher for 2023 is now available take complete in MiRegistry.
- **R400.1925(2)(e) Comprehensive background check; fingerprinting.** Within the department's child care background check system, accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.
- Before child care staff member Timothy Bailey can provide care and supervision for children, he must sign and date and child abuse and neglect statement and he must complete safe sleep training.
- **R400.1934(4) Heating; ventilation; lighting; radon.** A licensee shall test the child care home for the concentration of radon gas before the initial license is issued and every 4 years thereafter at the time of license renewal.

#### IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care group home (capacity 7-12) with increased monitoring.



07/12/2023

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Dana M. Hart  
Licensing Consultant

Date